

Program Meeting Minutes

Date: 9/6/2013

Time: 10-11 p.m.

Members Present: Natalie Hensarling, Darla O'Dwyer

Business Conducted

DPD Program

Updated the 2012 and 2013 and developed a new recruitment plan:

SFA Food, Nutrition and Dietetics Recruiting Plan 2012-2013

Action	Who	When	Progress	Completed
Meet with HOSA at Nacogdoches HS	Darla Natalie	Fall 2012	Present to HOSA meeting Thursday, November 29 th at 6:00 p.m. Nacogdoches HS room 312	X
Meet with teachers who teach AP classes at Nac HS	Darla	Fall 2012	Have sent two emails to Ms. Ivey, Counselor 9/20 and 10/8-no response	
Meet with HOSA at Lufkin HS	Carol	Fall 2012		
Meet with teachers who teach AP classes at Lufkin HS	Carol	Fall 2012		
Update course sequencing with nutrition professor at Kilgore	Darla	Fall 2012	Sent updated course sequencing specifically for Kilgore and FND flyer to Leslie Goudarzi-nutrition professor	X
Develop relationship with nutrition professors at other community colleges in the area	Carol	Fall 2012		
Meet with SFA admission recruiters	Darla	Fall 2012	Met with SFA admission recruiters through Jessica Maynard 10/2	X
Certification vs. 2 nd degree	Darla Financial aid	Fall 2012	Pending, financial aid will pay up to 180 hours of undergrad level courses, which will not help with our post-bacc degree. Financial aid is looking into the certification. It was determined that a 2 nd degree would be better for financial aid reasons	X

Attend high school career fair Lufkin	Carol	Fall 2012	Attended high school career fair	X
Attend FCCLA	Natalie	Fall 2012	Natalie	X
FND Faculty Attend 2 out of 3 Showcase Saturdays	Natalie	Fall 2012 Spring 2013	Natalie	X
SFA 101-Gloria Montes	Darla Faculty to rotate teach-ing	Fall 2012	Unable to create SFA 101 due to potential low enrollment. Added name to online list to speak in established SFA 101 courses	X
STEM program	Darla	Spring 13	Contacted Judy Abbott 4/24 Attended a meeting Summer 13 regarding STEM, spoke with Kimberly Childs	X
Attend COE Career Fair	Darla Natalie	Fall 2012	November 13, 2012	X
Develop degree plan with pre-professional tract	Darla		To be implemented Fall 13	X
Submit HMS 239 for Core Curriculum	Darla	Fall and Spring	Final draft submitted September 2013	X
Recruiting Materials	Faculty	Fall 12	Developed new recruiting materials-pamphlet and one page handout	

New Recruitment Plan

SFA Food, Nutrition and Dietetics Recruiting Plan 2013-2014

Action	Who	When	Progress	Completed
STEM	Darla	Fall 13	Continue dialogue regarding nutrition involvement with STEM	X
Contact DPD Directors at comparable sized universities to learn about their enrollment	Darla	Fall Spring		X
Update Recruiting Materials	Darla	Fall 13		X
Develop relationship with nutrition faculty at other community colleges in the area	Darla Natalie	Fall Spring		
Update DPD and DI student handbooks	Darla Natalie	Fall Spring		
Meet with Monique Cossich	Darla Natalie	Fall 2013		
Work on non-RD degree plan	Darla Natalie	Fall Spring		X
Recruit FND Ambassadors to Attend Showcase Saturdays	Darla	Fall Spring	Ongoing	
SFA 101-Gloria Montes	Natalie	Fall 2013	Natalie to speak in SFA 101 in October	X
Put more FND courses online to attract post-baccalaureate students and students from other universities	Darla Natalie	Fall Spring	Ongoing	

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Business Conducted

DPD Program

Natalie and Darla will survey other university's as part of the DPD recruitment/retention plan.

Darla will develop a policy regarding the issuance of verification statements. For example, students must complete so many hours at SFA to receive a verification statement from the DPD program.

ACEND is requiring that the DPD program set an enrollment minimum and maximum for the program. Will the DPD be required to establish admission standards specifically for the program? According to Mandy Kalway with ACEND, programs will NOT need to adopt admission standards to meet these new standards; however, the majority of DPD programs do have admission standards in place.

DI Program

Natalie is considering holding an open house at SFA to showcase the DI program. She is looking at how other programs hold open houses-whether they have them in person or via Skype. In addition, she will find out whether the open houses increase number of applicants and what their other goals are for holding an open house.

Natalie will conduct face to face or Skype interviews with 2014 applicants to the DI program. She is going to develop a policy on conducting the interviews.

Date: September 26, 2013

Time: 11:30 a.m. 1:30 p.m.

Members Present: Natalie Hensarling, Darla O'Dwyer

Business Conducted through email

HMS 239 has made it into the science core. Natalie and I discussed having the dietetic interns teach the lab section of the course as part of a 2 week rotation. The 2 hour lecture component will remain online with one section being face to face. Approximately 55% of nursing students take HMS 239. We would like to propose to Karen Migl to have nutrition students taking HMS 355 instead. This will free up lab space for us to use.

We think that room 202 in the HMS N building will satisfy the requirements for the lab. Certain equipment will need to be purchased up front, such as beakers, graduated cylinders, scales, stir bars, etc. The demonstration table can be used in that room.

Courses that will be part of the non-dietetics degree tract were discussed.